

HARDWARE/SOFTWARE PROBLEM REPORT

Send to Laurie Catanzaro at the Braun Building via fax at 687-6495

Person reporting problem:	Date:
Location: Building, Room Number	Computer Info: Operating System: (ex. Windows 98)
Machine model number/name: if Dell, include service tag number.	Does this pc have a cd-rom? Is this pc on a network?
Describe the Problem: (Include equipment type and manufacture)	
Record any error codes appearing on the screen: (Include a print screen of the error, if possible)	
What other applications were running when this problem occurred?	
What has changed since this problem occurred?	
Has this application ever worked on this computer?	
What have you done to resolve this problem?	
Technical Actions Taken/Resolution:	Date:

